

WOODSTOCK HISTORIC PROPERTIES COMMISSION  
REGULAR MEETING MINUTES  
Monday August 22, 2016

1. The meeting was called to order in Meeting Room B of Town Hall at 7:00 P.M. by Myron Stachiw, Chairperson. Other Commission members attending were Tom Chase, Kristen Heitert, John Bartolomei, Lyn Smith, Donald Froehlich, Jean McClellan, and Harold Bishop.

2. Designation of Alternates: None

3. Review of Minutes: Minutes of July 25, 2016, were approved on a motion by Tom Chase, seconded by Jean McClellan, and a unanimous vote in favor

4. Public Comment: None

5. Correspondence: Follow-up notification from the National Trust for renewal of membership in October 2016

6. Old Business

a. Cemetery Grant Update

- i. Consultant Jim Stratos presented cemetery database town website interface
- ii. Jean McClellan provided an edit to the opening/introductory statement on the website; edit was approved on a motion by Lyn Smith, seconded by Tom Chase, and unanimously approved
- iii. Myron Stachiw and Tom Chase were provided with editing rights (i.e. usernames and passwords) to edit the database on an as-needed
- iv. Potential dates, venues, and specific invited guests for the public presentation of the website were discussed; HPC should plan to finalize details during the next regular meeting scheduled for September 26
- v. The HPC would like to extend its sincerest thanks to Raber Associate and Stratos Studios for their excellent work on the Bradford-Marcy Cemetery documentation project

7. New Business - None

8. Adjournment at 8:02 PM on motion by Tom Chase, seconded by Jean McClellan. Passed unanimously.

Respectfully submitted, Kristen Heitert, Clerk

Please note that while these minutes may be published, they are not approved by the Commission until the next meeting date.